

**FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
PROCUREMENT DIVISION**

10 Hotel Street
Warrenton, Virginia 20186
Phone: (540) 347-8730 Fax: (540) 347-5753

NOTICE OF CONTRACT AWARD

1. DATE: August 10, 2001
2. COMMODITY NAME: **Digital Duplicator and supplies**
3. CONTRACT NUMBER: IFB#24-01bwc
4. SUPERCEDES: none
5. CONTRACT PERIOD: September 1, 2001 – 8/31/2002
6. RENEWAL OPTIONS: One (1) One Year Renewals
7. CONTRACTOR: **Mauck & Company**
VN: 630044
1965 Westmoreland Street
P.O. Box 6538
Richmond, VA 23230
PH: 800-989-1965 Fax: 804-358-1572
8. TERMS: Net 45 days
9. DELIVERY: 3 – 5 days ARO FOB: Destination
10. FOR FURTHER INFORMATION CONTACT: Barbara Whitehurst, Buyer
PH: 540-347-8730
11. NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the second page of this notice for further instructions regarding this contract.

By: _____
Barbara Whitehurst, Buyer
FCG&PS Procurement

INSTRUCTIONS

1. **Orders:** All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 347-8655 or 8669.
2. The applicable contract number, vendor number, contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection on delivery and approval of contractor's invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of goods or services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. **Renewals:** As stated on the face of this notice, one (1) additional one-year term remains on this contract. The decision as to whether to exercise the renewal option will be made by the contract officer, with input requested from the using departments, approximately sixty days in advance of the expiration date of the current term.
6. **Pricing:**

Digital Duplicator , Gestetner Model 5308L	\$3,168.00/each
(includes one year warranty from date of delivery)	
Masters #2730306 (250/roll 2 rolls/box)	\$94.00/box
(Yields 5,000 copies per master)	
Ink , Part #2420306	\$11.00/cartridge
(Yields 6,600 copies per cartridge)	
7. **Training:** Contractor will provide materials and instructional personnel for the training of users of the equipment. Operations and maintenance manual with wiring diagrams, parts list, and a copy of all warranties will be provided. Training should be completed within five (5) working days after delivery and prior to acceptance and actual operation of the delivered equipment.
8. **Maintenance Options** *(After expiration of one year warranty):*
Based on 480,000 copies per year, all parts, labor and mileage. Excludes paper and consumable supplies. Maintenance covers all scheduled and unscheduled service calls. Response time for service calls made before 12 p.m. will be taken care before 4:30 p.m. same day. Calls made after 12 p.m. will receive response before noon on the following business day.
Year One - \$960.00/ year .0020/copy
Year Two - \$1008.00/year .0021/copy
Year Three - \$1056.00/year .0022/copy
Year Four - \$1104.00/year .0023/copy